

Minutes of Board of Public Works
Regular Meeting
Thursday, January 16, 2020
6:00 p.m. City Hall, Council Chambers

Members Present:

Ellen Zoppo-Sassu, Chair
Council Member, Mary Fortier
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawski
Commissioner Donald Padlo

Absent:

Staff Present:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:00 p.m.

2. Board of Public Works Minutes of the Previous Meetings

- A. Board of Public Works Meeting Minutes November 21, 2019
- B. Board of Public Works Meeting Minutes December 19, 2019

Motion made by Commissioner Stawski to approve the meeting minutes as written. Motion passed.

3. Employee Recognition

- A. January Work anniversaries were recognized.
- B. Streets Employee Recognition-English & Moriarty

Motion made by Council Member Hahn and seconded to place on file in Personnel File.

- C. Employee Recognition – Jeff Gates

Motion made by Council Member Fortier and seconded to place on file in Personnel File.

4. Concerns & Petitions from the public

None

5. Correspondence

- A. Outdoor Classroom
- B. Trex Challenge
- C. MEMO-DPW Eversource Project Update 10JAN20

Motion made by Commissioner Stawski and seconded to accept as presented and place on file.
Motion passed.

- D. MEMO-DPW Recycling Cost 7JAN20

Motion made by Commissioner Stawski and seconded to accept as presented and place on file.
Motion passed.

6. Public Works Division Reports

- A. December 2019 Division Report

Motion made by Commissioner Stawski and seconded to accept as presented and place on file.
Motion passed.

7. Public Works Project List

- A. Project Report

Motion made by Commissioner Stawski and seconded to accept as presented and place on file.
Motion passed.

8. Director's Verbal Report

Director Rogozinski gave a verbal report to the board.

Motion made by Council Member Hahn and seconded to accept as presented and place on file.
Motion passed.

9. Review of Public Works Budgets

- A. Financials

Motion made by Commissioner Dumas and seconded to accept as presented and place on file.
Motion passed.

10. Unfinished Business

None

11. New Business**A. BOF Transfer**

Motion made by Council Member Hahn and seconded to approve the transfer of \$30,022.00 for multiple operational costs. Motion passed.

B. Bristol Adult Learning

Item was added to the Agenda by Mayor Zoppo-Sassu.

Motion made by Council Member Fortier and seconded to participate in Experiential Learning Program with Bristol Adult Learning.

C. 2020-2021FY draft budget

Motion made by Council Member Fortier and seconded to add 2020-2020 FY draft budget item to the agenda.

D. Spring Pavement program

Motion made by Council Member Hahn and seconded to add item 2020 Spring Pavement Program to the agenda.

Motion made by Council Member Hahn and seconded to accept as presented and place on file. Motion passed.

E. Mailbox Claim 200 Baldwin Drive, Reid 5DEC19

Item was tabled to be added to February Agenda with more information requested.

F. Mailbox Claim 21 Jay Lane, Alderieri 8Jan20

Motion made by Council Member Hahn and seconded to pay the Alderieri \$136 if it is deducted from the contractor's bill or referred to his insurance. Motion passed.

G. Mailbox Claim 324 Glendale Drive, Riker 24Dec19

Motion made by Council Member Hahn and seconded to reimburse the Riker's \$31.91 for mailbox replacement. Motion passed.

H. MEMO-Mailbox Claims 9JAN20

Motion made by Council Member Fortier and seconded to **authorize Director of Public Works to approve/ process mail box claims request up to the amount of \$75.00. All claim request for payment above \$75.00 will be forwarded to the Board of Public Works for processing.** Motion passed.

I. Memo-DPW Mission Statement 10Jan20

Item to be added to Unfinished Business for February's agenda.

12. Addendum

None

13. Adjournment

Motion made by Council Member Fortier and seconded to adjourn. Motion passed.

Meeting adjourned at 7:15 p.m.

This meeting was recorded.

Respectfully submitted,

Raymond A. Rogozionski, P.E.
Director of Public Works